



OFFICE OF THE ATTORNEY GENERAL
200 St. Paul Place
Baltimore, Maryland 21202
www.marylandattorneygeneral.gov

JOB ANNOUNCEMENT
(5) Fraud Investigators (Administrative Officer III)
Medicaid Fraud and Vulnerable Victims Unit

Posting Date: October 23, 2023 **Closing Date:** November 7, 2023

Job Title: (5) Fraud Investigators **Position Type:** Regular Full-Time

Salary: \$53,627 - \$85,951 The salary range is based on a multitude of factors, including applicable personnel rules, regulations, and guidelines.

Location: Office of the Attorney General, 200 St. Paul Place, Baltimore, Maryland 21202

Telework Status: A hybrid remote telework and in-office schedule option is available per applicable policies and procedures.

DESCRIPTION: The Attorney General is the chief legal officer of the State of Maryland. The Office of the Attorney General (OAG) has the general charge, supervision, and direction of the legal business of the State, acting as legal advisors and representatives of the major agencies, various boards, commissions, officials, and institutions of State Government. As Maryland's 47th Attorney General, Anthony G. Brown, leads the Office with a key focus on equity, justice, and fairness.

OAG is seeking applicants for five (5) Fraud Investigator positions in its Medicaid Fraud and Vulnerable Victims Unit (MFVVU). MFVVU is responsible for: (1) investigation and prosecution of criminal cases involving Medicaid fraud by providers; (2) investigation and civil enforcement actions under the Maryland False Health Claims Act; (3) prosecuting the abuse and neglect of vulnerable adults; and (4) prosecuting opioid diversion and overprescription. Fraud Investigators work with Assistant Attorneys General and staff of the MFVVU conducting highly confidential criminal and civil investigations involving suspected fraud by health care providers, allegations of patient abuse and neglect, misuse and diversion of opioids, billing for false or inflated services, kickbacks, obstruction of justice, theft, misappropriation by a fiduciary, and other violations of the Maryland Medicaid Program

Job duties include: identifying, locating and interviewing key witnesses; analyzing medical records, data and other electronic evidence; preparing witness interview memoranda, preparing spreadsheets and reports; serving subpoenas and other document requests; testifying in grand jury and court proceedings; drafting and executing

search warrants, working with local, state and federal law enforcement agencies, conducting surveillance; and preparing cases for trial.

EXPERIENCE:

Education: Graduation from an accredited high school or possession of a high school equivalency certificate.

Experience: Three years of administrative staff or professional work.

Notes:

1. Candidates may substitute 30 college credit hours from an accredited college or university for each year up to two years of the required experience.

2. Candidates may substitute the possession of a Bachelor's degree from a college or university for the required experience.

3. Candidates may substitute U.S. Armed Forces military service experience as a commissioned officer involving staff work that included the regular use of independent judgment and analysis in applying and interpreting complex administrative plans, policies, rules or regulations or analysis of operational programs or procedures with recommendations for improvement on a year-for-year basis for the required experience.

Candidates must have basic computer database software experience, i.e., Access, Excel, and Word processing programs and a fundamental understanding of database concepts. Must have excellent communication and writing skills. The candidate must be willing to work throughout the state and at times work outside the typical workday, as required. The candidate must possess a valid Maryland Driver's License.

Preferred Qualifications: A Bachelor's degree from an accredited four-year college or university and three years criminal or fraud investigative experience.

SUBMISSION: Interested persons should electronically submit applications, resumes, and cover letters through the Department of Budget and Management, Maryland State Online Employment Center at <https://jobapscloud.com/MD> by Tuesday, November 7, 2023 by 5:00 PM. Applicants who are subsequently invited for interviews may also be asked for writing samples and references.

EMPLOYMENT BENEFITS: The successful candidate will be eligible for subsidized health benefits (medical, prescription, dental and vision coverage) and life insurance; leave, including annual (vacation), personal, sick, and paid parental leave; and will be eligible for participation in a contributory defined benefit pension plan in which they are vested after ten years. State employees are eligible to participate in two supplemental retirement plans: the 457 Deferred Compensation Plan and the 401 (k) Savings and Investment Plan. The State also offers a free mass transit benefit for local bus and express bus services.

EQUAL OPPORTUNITY EMPLOYER: The Office of the Attorney General is an equal opportunity employer that encourages all interested persons to apply regardless of race, color, religion or belief, ancestry, national origin, age, marital status, sexual orientation, gender identity and/or expression, disability, pregnancy, family or parental status, veteran status, genetic information, or any protected category prohibited by local, state, or federal laws.

COMMITMENT TO DIVERSITY, EQUITY, INCLUSION, AND BELONGING: The Office of the Attorney General views equity, diversity, inclusion, and belonging as the pathway to achieving professional excellence and fostering and maintaining a culture where every employee can thrive. We strive to create a community that draws upon the best pool of talent to unify excellence and diversity while fully embracing individuals from varied backgrounds, cultures, races, identities, life experiences, perspectives, beliefs, and values. We honor, respect, and celebrate all differences, both visible and invisible, and are committed to recruiting, retaining, and promoting individuals who have historically been underrepresented in the practice of law and professional careers.